

**MINUTES OF THE
EXTRA-TERRITORIAL ZONING AUTHORITY (ETA) MEETING**

January 20, 2016

**1. CALL TO ORDER
5:35:47**

Motion for Commissioner Hancock to act as Chairman in Chair Rawson's absence.

Motion: Leticia Benavidez
Second: Kasandra Gandara

<i>Leticia Benavidez</i>	Yes
<i>Kasandra Gandara</i>	Yes
<i>Wayne Hancock</i>	Yes

Passed.

Commissioner Hancock called the Annual Meeting of the Extra-Territorial Zoning Authority to order at 5:35 p.m. Wednesday, January 20, 2016 in the Doña Ana County Government Center, 845 N. Motel Blvd., Las Cruces, NM.

**2. ROLL CALL
5:37:19**

Led by: Diane Duback, Recording Secretary

Leticia Benavidez, Commissioner	Present
Jack Eakman, Councilor	Absent
Benjamin Rawson, Chairman	Absent
Kasandra Gandara, Councilor	Present
Wayne Hancock, Commissioner	Present

**3. ANNOUNCEMENTS
5:37:39**

None.

**4. APPROVAL OF MINUTES
5:37:48**

Regular Meeting of December 16, 2015

Motion to approve the minutes of the December 16, 2015 ETA Meeting.

Motion: Kasandra Gandara
Second: Leticia Benavidez

Leticia Benavidez: Yes
Kasandra Gandara: Yes
Wayne Hancock: Yes

Passed.

5. ELECTION OF OFFICERS

5:38:40

Election of Chairperson and Vice-Chairperson

This item will be postponed until the next meeting.

6. CHANGES TO THE AGENDA

5:38:45

Motion to postpone the election of officers to the February 17, 2016 meeting.

Motion: Leticia Benavidez
Second: Kasandra Gandara

Leticia Benavidez Yes
Kasandra Gandara Yes
Wayne Hancock Yes

Passed.

Chair Hancock noted that due to the absence of the City of Las Cruces representative, Item No. 7, City of Las Cruces Subdivision Report would be removed from tonight's agenda.

Motion to accept the changes to the agenda.

Motion: Leticia Benavidez
Second: Kasandra Gandara

Leticia Benavidez Yes
Kasandra Gandara Yes
Wayne Hancock Yes

Passed.

NEW BUSINESS: REVIEW / DISCUSSION / ACTION

7. MINOR SUBDIVISIONS AND LARGE LAND AREA SUBDIVISIONS REPORT UPDATE FROM THE CITY OF LAS CRUCES COMMUNITY DEVELOPMENT DEPARTMENT STAFF

5:40:50

This item was removed from the agenda tonight due to the absence of the City of Las Cruces representative.

8. REVIEW OF THE BY-LAWS

5:41:31

David Medeiros, Deputy County Attorney, explained to the Commission that unless the By-Laws need to be changed, they do not need to be voted on.

Motion to postpone review of the By-Laws until the February 17, 2016 ETA meeting.

Motion: Leticia Benavidez
Second: Kasandra Gandara

Leticia Benavidez: Yes
Kasandra Gandara: Yes
Wayne Hancock: Yes

Passed.

9. REVIEW OF THE REASONABLE NOTICE OF MEETING REQUIREMENTS AND THE 2016 CALENDAR YEAR SCHEDULE OF MEETINGS

5:47:14

Motion to approve the Reasonable Notice of Meeting Requirements and the 2016 Calendar Year Schedule of Meetings.

Motion: Kasandra Gandara
Second: Leticia Benavidez

Leticia Benavidez: Yes
Kasandra Gandara: Yes
Wayne Hancock: Yes

Passed.

10. ADMINISTRATIVE APPROVALS

5:51:37

Steve Meadows reported on administrative approvals for the month of December 2015.

11. STAFF INPUT

5:56:45

None.

12. AUTHORITY INPUT

5:56:55

None.

13. ADJOURNMENT

5:57:00

Chairman Hancock adjourned the meeting at 5:57 p.m.

Officer: Extra-Territorial Zoning Authority